NEEDHAM YOUTH SERVICES
Job Postings 8/26/2013

Date: 20 August 2013

Company Name: Petit Robert Bistro Needham

Job Title: Food Runner/Busser

Hourly Pay: $10-15/hr

Job Hours: 10-30 per week

Age Requirements: 17 and over

Company Address: 45 Chapel Street, Needham, MA 02492

Company Website: www.prbneedham.com

Contact Person: Patty

Number: 781-559-0532 (email preferred)

Email: manager@prbneedham.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Runners and Bussers are the key to getting food at a restaurant. Once orders are placed by the wait staff these individuals spring into action by communicating with all staff to ensure the guest requests are met. Individuals interested in this role should have efficiency and speed, customer consciousness, and attention to cleanliness and sanitation.

Job Postings 8/12/2013

Date: 6/20/2013

Company Name: Yo So Good Frozen Yogurt

Job Title: Counter / Cashier Help

Hourly Pay:

Job Hours:

Age Requirements:

Company Address: 33 Highland Ave (near Staples), Needham

Company Website:

Contact Person: Mr. Nicholas Gregory

Number: 617-875-8579

Email:

Brief Description of the job duties and qualifications needed (1-2 sentences):

For more information, students may apply in person or contact the store directly.

Date: 6/20/2013

Company Name: Myrna M. Zakarian

Job Title: Guitar Player Instructor

Hourly Pay: $10 / 45 min lesson

Job Hours: One lesson per week for summer and year-round

Age Requirements: 13 +

Company Address: 40 Bess road, Needham

Company Website:

Contact Person: Myrna M. Zakarian

Number: Home: 781-449-1105 ; Cell: 617-756-9383

Email:

Brief Description of the job duties and qualifications needed (1-2 sentences):

I would like someone to come to my house to teach my 7-year-old son, Riley, how to play the guitar. Riley has a guitar with which to learn and practice.

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Date: 7/11/2013

Company Name: Caroline Barr

Job Title: Dog Walker

Hourly Pay: $10 / visit

Job Hours: 3-4 hours per week

Age Requirements: 16 +

Company Address: 205 Edgewater Drive, Needham

Company Website:

Contact Person: Caroline Barr

Number: 781-801-0075

Email: cbarr20@gmail.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

I'm looking for a dog walker to let my 1.5 year old Dackshund/chihuahua mix out 3-4 times a week around lunch time. Duties involve letting Nutmeg out of her crate, putting her harness on, taking her for a walk around the block (10-15 minutes) and / or playing with her inside if the weather is bad. Dog walker must be available Tuesday, We4dnesday, and Thursday, and must come between 11:00 am and 1:30 pm, and stay for a half an hour.

Date: 7/15/2013

Company Name: Innovative Business Law Group, PC

Job Title: Staff Assistant

Hourly Pay: $8.50 / hr

Job Hours: 3 afternoons / week --> 7-9 hrs/wk (Needs to be Thursdays, can choose from Mon, Tues, Wed for the other 2 days)

Age Requirements: 14+ (High School Freshman)

Company Address: 20 Pickering Street, Needham

Company Website: www.innovativeblg.com

Contact Person: Jeannine Watkins

Number: 781-444-2333, ext. 102

Email: jwatkins@innovativeblg.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Duties include copying and/or scanning of documents, preperation of mail, running local errands (bank, post office, etc.), filing, organizing, computer data entry, light cleaning, and additional administrative tasks as requested. Applicant will be trained on specific applications -- however, knowledge of Microsoft Office is helpful. Innovative Business Law Group, PC is a three-atorney business law office located in the center of Needham and within walking distance of Needham High School. We would expect the position to begin after Labor Day, although beginning work in mid-August is possible. Please email Jeannine Watkins with personal information as well as a few sentences on why you would like to work for us if you are interested. Deadline for submission is July 31, 2013.

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